

# COUNTY OF LOS ANGELES DEPARTMENT OF MENTAL HEALTH

## QUALITY IMPROVEMENT DIVISION

### CULTURAL COMPETENCY COMMITTEE MEETING MINUTES

**Date:** January 9, 2013

**Present:** Ann Lee (SA 8 Administration Long Beach/South Bay Geo Int), Anna Perne (WET Division), Don Gonzales (QA), James Randall (SA 3 Administration & CCC Co-Chair), Leticia Ximenez (Community & Government Relations), Luis Escalante (WET Division), Lupe Ayala (SA 7 Administration & CCC Co-Chair), Mark Borkheim (QI/CC), Mirian Sandoval (QI), Sandra Chang Ptasinski (QI/CC), Silvia Guerrero (PSB), and Trudy Washington (QI/CC)

| Agenda Items                       | Comments/Discussion/Recommendations/Conclusions  | Action Item | Person(s) Responsible  |
|------------------------------------|--|-------------|------------------------|
| <b>Welcome &amp; Introductions</b> | Attendee introductions   |             |                        |
| <b>Review of Minutes</b>           | December 14, 2012 minutes reviewed and approved.   |             | Co-Chairs              |
| <b>ESM Update</b>                  | <ul style="list-style-type: none"> <li>A post CC Summit meeting was sponsored by the county of San Diego. Participants engaged in a discussion re: assembling a summary of the "Conversation Café," a round table discussion about reducing disparities.</li> <li>Presented an update of P&amp;P 609.5 that specifies minimum training standards for cultural competency. CC Plan requires LACDMH to have a three year training plan for each employee. Employees are required to take at least one cultural competency training per year. Paragraph 4.1.1.1 has been updated with Cultural Competency Plan Requirements.</li> </ul> |             | Sandra Chang Ptasinski |

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| <b>Workgroup Reports</b> | <p><b>1) California Reducing Disparities Reports (CRDP) Similarities and Differences</b></p> <ul style="list-style-type: none"> <li>CRDP Reports are being reviewed by the four workgroup members. They plan to meet to discuss goals and objectives</li> <li>Recommendations             <ol style="list-style-type: none"> <li>Write an E-news article</li> <li>Read report that has greatest interest and provide feedback to the CCC</li> </ol> </li> </ul> <p><b>2) Reduction of Criminalization Via Needs Assessment</b></p> <ul style="list-style-type: none"> <li>Group members are coordinating plans to tour Twin Towers in order to conduct initial needs assessments of inmates. All interested CCC committee members are invited to participate.</li> </ul> <p><b>3) Training Recommendations for Inclusion of Family/Spirituality</b></p> <ul style="list-style-type: none"> <li>The workgroup would like more training to include a family focus. A package is sent to trainers that includes guidelines for inclusion of CC in trainings. The presenter has the responsibility to include a minimum of one learning objective that includes CC.</li> </ul> <p><b>4) E-news Column</b></p> <ul style="list-style-type: none"> <li>Lupe Ayala suggested writing an article on various aspects/functions of CCC, including current membership, increasing membership,</li> </ul> | <ul style="list-style-type: none"> <li>Workgroups will meet to clarify their focus, goals and objectives</li> <li>CCC members will send email to Jim expressing interest in participating in the field trip to Twin Towers.</li> <li>Schedule field trip.</li> <li>Training guidelines will be presented at the next meeting to continue discussion.</li> <li>WET Program Head will be invited to future CCC meetings to address guidelines.</li> </ul> |  |
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|                                   | <p>accomplishments, and goals for 2013.</p> <ul style="list-style-type: none"> <li>▪ LACDMH CCC Co-Chairs Draft 2: review by members to suggest needed changes. Clarify that the term for co-chairs is one year, not two years. Announcement of next CCC meeting date needs to appear at the bottom of the E-news articles.</li> <li>▪ Sandra Chang-Ptasinski will be the contact person for CCC information.</li> </ul>   |   |  |
| <b>2013 CCC Co-Chair Election</b> | <ul style="list-style-type: none"> <li>▪ Sandra Chang-Ptasinski announced that it is time for Co-Chair election/re-election. She explained the responsibilities of Co-Chairs.</li> <li>▪ Nominations were made.</li> </ul>   | <ul style="list-style-type: none"> <li>▪ Elections to take place at February 13<sup>th</sup> meeting.</li> <li>▪ Review and revise CCC Demographic Chart</li> </ul> |  |
| <b>Announcements</b>              | <ul style="list-style-type: none"> <li>▪ There's a new unit for Spanish Language translation. This unit is seeking volunteers to help translate written material. Only volunteers from the community who also have a connection with DMH services are needed. They will receive a gift card for their services. Assistance with language interpretation services is not needed at this time.</li> <li>▪ A list was distributed containing the 2013 CCC meeting dates.</li> </ul> |   |  |
| <b>Next meeting</b>               | <ul style="list-style-type: none"> <li>▪ Wednesday, February 13, 2013, 1:30 pm to 3:30 pm<br/>695 S. Vermont Ave., 15<sup>th</sup> Floor Glass Conference Room.</li> </ul>   |   |  |

Respectfully Submitted,